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Location/Time: Gentry Hall Conference Room/ 3:00 PM

Attending: Gerald Vander Mey (chair), Matt Dunbar, Angie Leidinger, Wil Brasington, Milt Lowder, Sally Mauldin, and Prof. Alan Grubb.

I. Welcome & Introductions

II. Approval of September 2017 Minutes

a. Approved

III. Expansion Discussion

a. A preliminary plan titled “Woodland Cemetery Southeast Expansion” was reviewed with the group. Included with the plan are the following

- i. Topographic Survey of 8.3 acres with all trees identified
- ii. Slope Analysis of the entire 8.3 acres
- iii. Slope analysis of a 3.1 acre portion of the property on the southeast side that is suitable for cemetery expansion.
- iv. Vegetation analysis illustrating the canopies of all the trees on the 3.1 acre site and what it means to remove the Pine Trees from the site.
- v. Expansion Option 1 that has 303 plots and 45 parking spaces and
- vi. Option 2 that has 409 plots and no parking

b. Discussion Points

- i. Question was raised concerning the amount of parking used on event days. It has been said that as many as 400 vehicles park on the site of a football Saturday. This needs to be verified.
- ii. Question was raised about the number of cremation sites – should include perhaps 50% cremation sites.
- iii. Question was raised about the pace of plot assignments. It was reported that the pace over the last few years has been accelerating. Normal a few years ago was 5 requests per year, more recently it has been as many as 20 in a year. Approximately 100 plots are currently unassigned and some of these are not accessible.

- iv. The group generally approved the expansion layout and requests the following:
 - 1. A hybrid plan that shows expansion from Option 1 to Option 2 over time.
 - 2. Use the northeastern small area shown on the plan for plots, but in a way that will make the area appropriate for them. Raise the area, sculpt it, separate it from the road, etc. It should feel equal to other sections of the cemetery.
 - 3. A phasing plan with cost estimate.
 - 4. Consider Southeast corner marker as was done at the Northwest corner.

IV. Other Items/Discussion

- i. The tree removal process contained in the Cemetery Policy requires the President's approval. This needs to be revisited and become more consistent with the campus tree removal policy with an overlay of notification/consultation with the Board office. Angie to review.
- ii. Approximately 20 pine trees are to be removed to allow better access to plots on the Northwest corner of the cemetery.

V. Adjourn